

**Knolls Estates Monthly Board Meeting
February 20, 2019
Minutes of Meeting (Approved 3-20-19)**

The meeting was called to order by Joe Beador at 6:02pm

- 1.) In attendance: Joe Beador, Richard Jorge, Al Olson, and Jennifer Young from Centerpointe Property Management.
Owners in attendance: Dian and Larry Cox @ 2066 Culver Loop.
- 2.) The rules of order were not read.
- 3.) **Approval of Minutes from January 23, 2019 Meeting:** Richard Jorge made a motion to approve the meeting minutes as presented from the January 23, 2019 meeting with no corrections. Al Olson seconded the motion. A vote was taken. Motion was carried to approve the January 23, 2019 meeting minutes as presented with no corrections by unanimous vote.
- 4.) **Reports from Officers, Administrators and Committees:**
 - A.) **President – Joe Beador**
No report
 - B.) **Treasurer Report: Russ Mock not in attendance. Read by Joe Beador**

January 2019 Operating Income YTD Budget:	\$10,483.83
January 2019 Operating Income YTD Actuals:	\$ 9,845.30
January 2019 Total Expenses YTD Budget:	\$10,067.16
January 2019 Total Expenses YTD Actuals:	\$ 4,080.70
January 2019 Net Income YTD Budget:	\$ 416.67
January 2019 Net Income YTD Actuals:	\$ 5,764.60
KEOA Checking Account	\$ 24,608.96
KEOA Money Market	\$111,295.54
KEOA CD	\$228,351.77
KEOA Total Net Worth	\$364,256.27
 - C.) **Welcome Committee: Judy Beador -not in attendance**
Joe B. reported no new deliveries of welcome baskets.
 - D.) **Design Committee: Chuck Caylor -not in attendance**
Joe B. no new plans submitted.
 - E.) **Common Areas Committee: Marty Larner -not in attendance**
Joe B. reports about half of the trees have been planted.
 - F.) **Social Committee: Pam Ramm/Irene Bratton -not in attendance**
Joe B. reported nothing to report

G.) Centerpointe Property Management: Jennifer Young

- i.) Observations from 1/29/19 drive through reported to board:
 - Tarp over roof at 2294 Eagle Loop (owner already notified board)
 - Turkey netting on empty lot on Culver Loop (Joe B. he will have ODFW come get it, turkeys are not successfully being trapped).
 - Utility trailer in driveway of 1764 Scardi Blvd
 - Construction vehicles on Divot Loop and Culver Loop
- ii.) As of January 31, 2019 there were 7 delinquent accounts totaling \$3612.11. There was one water shut off scheduled for today (1/23/19), owner paid enough of balance to avoid shut off approximately 1 hour before CPM closed. Joe B. was notified, and he unlocked the water.

5.) Unfinished Business:

A. 2019 Budget:

The board has met and finalized the budget. Joe noted they added \$7800 on page 2 for the common area 7 development. There is still \$5000 in surplus. Al Olson made a motion to approve the 2019 Budget as presented. Richard Jorge seconded the motion. A vote was taken. Motion was carried to approve the 2019 Budget as presented by unanimous vote.

B. Backflow Testing Proposals:

The board mailed letters to 10 companies on the approved vendor list for backflow testing from the county. The letters requested proposals to perform all the backflow testing in the association. The board received 6 responses. Each response was opened at this meeting. Responses below:

Carson Plumber \$35.00

Popeye's Pump and Backflow \$40.00

David Birtch \$29.99

Umpqua Valley Fire Services \$30.00

H2O Backflow \$30.00

Matthew Holland \$24.50

Al Olson made a motion to table the vote on accepting a proposal due to low and unfavorable response. Joe Beador seconded the motion. A vote was taken. Motion was carried to table the vote on accepting a proposal for backflow testing by unanimous vote.

C. Phase 1 Fog Line Proposals:

Joe B. made requests to 3 contractors to give proposals for painting fog lines in phase 1. He received 2 responses:

ILS INCORPORATED: \$1015.58 4" white restriping 828 lft on Chi Chi Ln., 4" white restriping 2671 lft on Eagle Loop including prep work.

BUDDY GEORGE & SONS LLC: \$1900.00 4" line 2400' & 2 - 14' stop bars, 4" line 820' Chi Chi Ln. & 2 - 14' stop bars. Add \$200 if want Thromo plastic on stop bar.

Richard Jorge made a motion to accept ILS Incorporated proposal for fog line stripping on Chi Chi Ln. and Eagle Loop in the amount of \$1015.58. Al Olson seconded the motion. A vote was taken. Motion was carried to accept ILS Incorporated proposal for fog line stripping on Chi Chi Ln. and Eagle Loop in the amount of \$1015.58 by unanimous vote.

6.) **New Business:**

A. Water for Sign Area:

Joe B. explains the board's proposal to the owners of lot #1 to provide water to the sign area:

A \$25.00 monthly credit would be applied to their dues in return for allowing KEOA to tie in to their existing water. The current water fees are: 2018 Basic Water Fee \$12.76 + 2018 Maintenance Fee \$12.78 = Total \$25.54. If KEOA did have a water meter for the sign area, the association would be subject to the present fee of \$25.54 monthly. With the \$25.00 credit issued to the owners they will pay \$10.00 in monthly dues. The association will reimburse the owner annually for the actual water usage at the current rate which is presently \$3.26/1000 gallons. The board would have Todd Powell, the KEOA plumber, extend the water line to the property line and install a new meter and back flow device, both items are in current inventory. The present proposal of \$31,560.00 from the City of Sutherlin to extend the existing water main to the sign area, the \$25.00 monthly credit from the home owners would take over 105 years to equal the \$31,560.00.

Joe spoke to Mrs. Gautreau about the proposal. She responded positively but needs to confirm it is ok with Mr. Gautreau. If the owners of lot #1 accept the proposal, Joe B will have the lawyers write it.

Al Olson confirmed with Joe B. and Richard, it would be a drip system. Dian Cox of 2066 Culver Loop asked if the home sells and has a different owner, would a new proposal be written each time. Joe B. confirmed it would be rewritten each time.

Joe Beador made a motion to approve the proposal to lot #1 to supply water to the sign area in exchange for a monthly credit of \$25.00. Richard Jorge seconded the motion. A vote was taken. Motion was carried to approve the proposal to lot #1 to supply water to the sign area in exchange for a monthly credit of \$25.00 by unanimous vote.

7.) **Owner Comments:**

- Larry Cox of 2066 Culver Loop asked if the construction of the handicap ramp at common area #6 was starting next month. Joe B. said he has confirmed with the contractor it is on the schedule for March. There is no update on the electrical contractor.

- Dian Cox of 2066 Culver Loop stated at the top of Scardi the striping visibility is terrible. Joe B. explained he has already made several attempts to reach out to the City of Sutherlin. Has received no response to his emails from neither the Public Works Director Aaron Swan nor the Facilities Supervisor Gary Fugate. Joe B. suggests go to the City Council meetings. Dian asked if the KEOA could install reflectors on the common area along Scardi. Discussion continued as to types of reflectors, reflective tape, and what colors to use. Richard Jorge reiterated that homeowners need to go to the City meetings. Joe B said he would take another try with the City. Al Olson will speak with the Police Chief and explain the hazard. Al hopes the Police Chief can help encourage the City.

- Dian Cox inquired about the scotchbroom clean up and is it being contracted out? Joe confirmed it is being contracted and there is \$20,000 in the budget to eradicate it. The bushes will be dug out, not sprayed. It is not scheduled yet.

8.) Meeting was adjourned at 6:36pm